



## AITKIN COUNTY HEALTH & HUMAN SERVICES

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### AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD April 25, 2023

#### Attendance

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of April 2023, at 9:00 a.m. as the Aitkin County Health & Human Services Board with the following members present: Board Chair, Commissioner J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample and Michael Kearney. County Administrator Jessica Seibert, Health & Human Services Director Sarah Pratt, and Administrative Assistant Paula Arimborgo. Others present included: H&HS Supervisors Carli Goble & Erin Melz, ACHHS Advisory Committee members Patrick Blunt and Jon Moen, Jeanne Schram Aitkin Age, and other public guests. Joining via WebEx: Mark Jeffers, AC Economic Development.

#### Approved Agenda

Motion by Commissioner Kearny, seconded by Commissioner Leiviska and carried, all members present voting yes to approve the April 25, 2023 Health & Human Services agenda.

#### Approved Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Sample and carried, all members present voting yes to approve March 28, 2023 Health & Human Services minutes.

#### Approved Bills

Motion by Commissioner Leiviska, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the bills.

#### Director Updates

Sarah Pratt, H&HS Director updated the board on the following:

- Re-instatement of Healthcare renewals
  - New federal requirement to offer phone renewals
  - Aitkin County will receive \$115,000 in funding sometime during the first couple weeks of July.
  - There is no deadline to spend the funds.
  - Must keep track of expenditures and maintain supporting documentation.
  - Funds can be spent on OT pay, hiring and training staff, technology, etc.
  - Currently we are evaluating our long and short-term needs based on the changes.

- Long Term Services & Support (LTSS) Business Process Review
  - In 2022, Public Consulting Group conducted LTSS business process reviews of at least 15 lead agencies on behalf of DHS.
  - Aitkin County volunteered to participate in efforts to provide DHS a rural, small community perspective.
  - It was a collaborative effort between our Financial Services department and our Home & Community Based Adult Services team to review our processes on how someone accesses long term services and supports in our county.
  - Notable strengths: team approach, longevity of staff, flow of communication between units, and internal standard operating procedures.
  - Areas to consider for improvement: assuring technology is appropriately meeting needs and review current software, systems, and storage means to ensure they are effective and efficient.
- MnCHOICES revision
  - DHS is planning to adjust the MnCHOICES partner-advised rolling launch and add a beta phase.
  - There will be four phases:
  - Beta Phase: May 1 – June 20, 2023
  - Phase 1: Guidance & Training through September 2023, 10% of users in production of new system
  - Phase 2: Ongoing Training, 30% of users in production of new system
  - Phase 3: Ongoing training, 100% of users in production of new system.
  - Phase 4: final transition period, the old system will be deactivated May 31, 2024.
- HHS will be celebrating Employee Appreciation Day tomorrow. We will be having a baseball themed celebration and lunch will be provided to the staff along with some giveaways.
- Legislative Updates: Attending MACSSA meeting this week. With May being the end of the first legislative session, I will be able to provide updates on where things are at during the May Board meeting.

### **1<sup>st</sup> Quarter 2023 Fiscal Report**

Carli Goble, H&HS Accounting/OSS Supervisor presented to the board the 1<sup>st</sup> Quarter 2023 Fiscal Report which included:

- Revenues by Department
- Revenues by Category
- Expenditures by Department
- Expenditures by Category
- Fund Balance
- Budget Summary

### **Committee Updates**

The Board discussed the H&HS Advisory Committee, Tri-County CHS, AEOA, and CARE Board.

### **Adjourn**

The meeting was adjourned at 9:40 a.m.

Next Meeting – May 23, 2023